

**DRAFT DIRECTIVE TRANSMITTAL**  
**JOB TRAINING PARTNERSHIP ACT**

Number: D97-25

Date: June 10, 1998

TO: SERVICE DELIVERY AREA ADMINISTRATORS

SUBJECT: 1998 70 PERCENT LLSIL AND 1998 POVERTY GUIDELINES

☒ **IMMEDIATE ACTION -** ☒ **FACSIMILE COPY TRANSMITTED** ☐ **DISTRIBUTED VIA INTERNET**  
*BRING THIS DRAFT TO THE ATTENTION OF THE APPROPRIATE STAFF* *NUMBER OF PAGES (INCLUDING COVERSHEET): 7*

**SUBJECT MATTER HIGHLIGHTS:**

Please review and comment on the attached draft directive.

**COMMENTS ARE DUE BY:**

**June 25, 1998**

**Comment Instructions:** Comments can be submitted through one of the following ways:

- 1) Web Site (<http://www.edd.cahwnet.gov/emptran.htm>);
- 2) Fax (Job Training Partnership Division, Attention: Cindi Tindall at (916) 654-9586);
- 3) E-mail ([JTPDLIB@EDD.CA.GOV](mailto:JTPDLIB@EDD.CA.GOV)) Include "draft comments" in the subject line; or
- 4) Mail (JTPD / P.O. Box 826880 / MIC 69 / Sacramento CA 94280-0001).

All comments received by the end of the comment period will be considered before the final directive is issued. However, we will not be able to individually respond to comments. Comments received after the specified due date will not be considered.

If you have any questions, contact your JTPD Program Manager at (916) 654-7799.

# DRAFT DIRECTIVE

## JOB TRAINING PARTNERSHIP ACT

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**TO:** SERVICE DELIVERY AREA ADMINISTRATORS  
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS  
JTPD PROGRAM OPERATORS  
EDD JOB SERVICE OFFICE MANAGERS  
JTPD STAFF

**SUBJECT:** 1998 70 PERCENT LLSIL AND 1998 POVERTY GUIDELINES

### **EXECUTIVE SUMMARY:**

#### **Purpose:**

This Directive issues 1998 70 percent Lower Living Standard Income Levels (LLSIL) published by the Secretary of Labor in the Federal Register on May 6, 1998, and reissues the 1998 Poverty Guidelines published by the federal Department of Health and Human Services (HHS) earlier this year. This Directive augments information contained in JTPA Directive D97-7, regarding eligibility determination and verification for the Job Training Partnership Act (JTPA) Title II programs.

#### **Scope:**

The LLSIL and Poverty Guidelines are used to establish economically disadvantaged status for all JTPA programs under Title II.

#### **Effective Date:**

The 1998 LLSILs became effective the date of publication in the Federal Register, May 6, 1998. The Poverty Guidelines were effective with their date of publication, February 24, 1998.

### **REFERENCES:**

- JTPA Sections 4(8); 202(d); 203(a)(2); 262(d); 263(a)(2)
- JTPA Directive D97-7 dated October 7, 1997
- Federal Register, Volume 63, Number 36, dated February 24, 1998
- Federal Register Volume 63 Number 87, dated May 6, 1998

## STATE-IMPOSED REQUIREMENTS:

This Directive contains state-imposed requirements that are shown in ***bold, italic*** type.

## FILING INSTRUCTIONS:

This Directive supersedes JTPA Directive D97-3, dated July 7, 1997. Retain this Directive until further notice.

## BACKGROUND:

The JTPA Section 4(8) provides for the use of one of two sets of data to determine whether an individual's family income, for the six-month period immediately preceding application to JTPA, qualifies that individual for economically disadvantaged status. The measure used is the highest of either the Poverty Guidelines, published by HHS, or 70 percent of the LLSIL, determined by the Secretary of Labor. The JTPA requires annual revisions to both sets of data.

The same Poverty Guidelines are used by all Service Delivery Areas (SDA). The LLSIL identifies maximum qualifying income levels for residents in either of two broad geographic designations: metropolitan and nonmetropolitan areas. Metropolitan levels apply to residents living within Metropolitan Statistical Areas (MSA) as defined by the Office of Management and Budget. Nonmetropolitan levels apply to places with populations under 50,000. In addition to the broad metropolitan and nonmetropolitan areas, the Department of Labor identifies three MSAs in California that have unique LLSILs: the San Diego MSA, the San Francisco/Oakland/San Jose MSA, and the Los Angeles/Anaheim/Riverside MSA.

## POLICY AND PROCEDURES:

1. Select the appropriate table for use by your SDA from the five tables on the attachment. ***(In those instances where an SDA covers a geographic area that encompasses both metropolitan and nonmetropolitan areas, the higher of the two LLSIL figures has been designated for use within the entire SDA.)***
2. Use the higher of either the LLSIL or the Poverty Guidelines, for the appropriate family size, to determine economically disadvantaged status. Comparison of the applicant's actual family income during the six-month income determination period with the six-month figures on the charts enables the reviewer to immediately determine economic status and eliminates the step of multiplying the six-month income by two (called "income annualization") and then determining if the applicant's income is within the annual income limits that appear on the LLSIL.

3. To establish eligibility for noneconomically disadvantaged individuals under the Special Rule (10 percent window) for programs operated under JTPA Section 204(d), Services for Older Individuals, use the 125 percent Poverty Guideline.

**ACTION:**

1. Notify all affected staff of the changes to the LLSIL and Poverty Guidelines in this Directive.
2. Begin using the information in this Directive immediately for eligibility determination.

**INQUIRIES:**

Please direct inquiries about this Directive to your Program Manager or Georganne Pintar, Policy Unit Manager, at (916) 654-7611.

BILL BURKE  
Assistant Deputy Director

Attachment

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1998 70 PERCENT LOWER LIVING STANDARD INCOME LEVELS  
1998 POVERTY GUIDELINES

Eligibility under the Job Training Partnership Act (JTPA) is determined in part by an individual's economic status. An individual whose family income in relation to family size, in the six-month period prior to application for the program, did not exceed the higher of either the poverty level (established by the federal Department of Health and Human Services in its Poverty Guidelines) or 70 Percent of the Lower Living Standard Income Level (LLSIL), determined by the Department of Labor, is considered economically disadvantaged for JTPA eligibility purposes.

Tables 1 through 5 show the 70 Percent LLSIL and the Poverty Guidelines for western metropolitan and nonmetropolitan areas, and for three specific Metropolitan Statistical Areas (MSAs) in California. In addition, each table includes the 125 percent Poverty Level that is used to determine eligibility under Title V of the Older Americans Act of 1965 and which also is an eligibility factor for individuals served under JTPA Section 204(d). Each table specifies which areas encompass which Service Delivery Areas (SDA). For a family of one, in all tables, the Poverty Guidelines exceed the 70 Percent LLSIL and, therefore, should be used to establish JTPA economic status for such individuals. For all other family sizes, the LLSILs exceed the Poverty Guidelines. The last column in each table shows the amount to be added to the figure for a family of six for each additional family member.

Since only the income received during the six-month period immediately prior to the individual's application to the JTPA program is used for eligibility determination purposes, each chart below shows the six-month, as well as the annual, figures for each family size. Comparison of the applicant's actual family income during the six-month income determination period with the six-month figures on the charts enables the reviewer to immediately determine economic status and eliminates the step of multiplying the six-month income by two (called "income annualization") and then determining if the applicant's income is within the annual income limits that appear on the LLSIL or the Poverty Guidelines.

**Effective Dates:** LLSIL: May 6, 1998  
Poverty Guidelines: February 24, 1998

Table 1—San Diego Metropolitan Statistical Area							
SDAs		San Diego					
Family Size							
	1	2	3	4	5	6	Each Add' add
70% LLSIL							
Annual	\$7,190	\$11,780	\$16,170	\$19,960	\$23,560	\$27,550	\$3,990
6 Months	\$3,595	\$5,890	\$8,085	\$9,980	\$11,780	\$13,775	\$1,995
Poverty Guidelines							
Annual	\$8,050	\$10,850	\$13,650	\$16,450	\$19,250	\$22,050	\$2,800
6 Months	\$4,025	\$5,425	\$6,825	\$8,225	\$9,625	\$11,025	\$1,400
125 %	\$10,063	\$13,563	\$17,063	\$20,563	\$24,063	\$27,563	\$3,500

**Table 2—Los Angeles/Anaheim/Riverside Metropolitan Statistical Area**

<b>SDAs</b>	Anaheim		Los Angeles City		Santa Ana		South Bay
	Carson/Lomita/Torrance		Los Angeles County		San Bernardino City		Ventura
	Foothill		Orange County		San Bernardino County		Verdugo
	Long Beach		Riverside County		SELACO		
<b>Family Size</b>							
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	Each Add' add
<b>70% LLSIL</b>							
Annual	\$7,110	\$11,650	\$15,990	\$19,740	\$23,300	\$27,250	\$3,950
6 Months	\$3,555	\$5,825	\$7,995	\$9,870	\$11,650	\$13,625	\$1,975
<b>Poverty Guidelines</b>							
Annual	\$8,050	\$10,850	\$13,650	\$16,450	\$19,250	\$22,050	\$2,800
6 Months	\$4,025	\$5,425	\$6,825	\$8,225	\$9,625	\$11,025	\$1,400
125 %	\$10,063	\$13,563	\$17,063	\$20,563	\$24,063	\$27,563	\$3,500

**Table 3—San Francisco/Oakland/San Jose Metropolitan Statistical Area**

SDAs		Alameda Contra Costa Marin Napa		NOVA Richmond San Francisco Santa Clara		Santa Cruz San Mateo Solano Sonoma		Oakland	
Family Size									
	1	2	3	4	5	6	Each Add' add		
70% LLSIL									
Annual	\$7,260	\$11,900	\$16,330	\$20,160	\$23,790	\$27,830	\$4,040		
6 Months	\$3,630	\$5,950	\$8,165	\$10,080	\$11,895	\$13,915	\$2,020		
Poverty Guidelines									
Annual	\$8,050	\$10,850	\$13,650	\$16,450	\$19,250	\$22,050	\$2,800		
6 Months	\$4,025	\$5,425	\$6,825	\$8,225	\$9,625	\$11,025	\$1,400		
125 %	\$10,063	\$13,563	\$17,063	\$20,563	\$24,063	\$27,563	\$3,500		

**Table 4—Other Metropolitan Areas**

<b>SDAs</b>	Butte		Merced		Sacramento		Tulare
	Fresno		Monterey		San Joaquin		Yolo
	Golden Sierra		North Central		Santa Barbara		
	Kern/Inyo/Mono		Shasta		Stanislaus		
<b>Family Size</b>							
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	Each Add' add
<b>70% LLSIL</b>							
Annual	\$7,000	\$11,460	\$15,730	\$19,420	\$22,920	\$26,800	\$3,880
6 Months	\$3,500	\$5,730	\$7,865	\$9,710	\$11,460	\$13,400	\$1,940
<b>Poverty Guidelines</b>							
Annual	\$8,050	\$10,850	\$13,650	\$16,450	\$19,250	\$22,050	\$2,800
6 Months	\$4,025	\$5,425	\$6,825	\$8,225	\$9,625	\$11,025	\$1,400
125 %	\$10,063	\$13,563	\$17,063	\$20,563	\$24,063	\$27,563	\$3,500

Table 5—Nonmetropolitan Areas							
SDAs	Humboldt Imperial Kings		Madera Mendocino Mother Lode		NORTEC San Benito San Luis Obispo		
Family Size							
	1	2	3	4	5	6	Each Add' add
70% LLSIL							
Annual	\$6,930	\$11,350	\$15,580	\$19,230	\$22,700	\$26,540	\$3,840
6 Months	\$3,465	\$5,675	\$7,790	\$9,615	\$11,350	\$13,270	\$1,920
Poverty Guidelines							
Annual	\$8,050	\$10,850	\$13,650	\$16,450	\$19,250	\$22,050	\$2,800
6 Months	\$4,025	\$5,425	\$6,825	\$8,225	\$9,625	\$11,025	\$1,400
125 %	\$10,063	\$13,563	\$17,063	\$20,563	\$24,063	\$27,563	\$3,500

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